

## COMPLETE STREETS COMMITTEE MINUTES

May 13, 2013

The meeting was held at the Tighe and Bond office on Court Street in Middletown.

In attendance; John Hall, Beth Emery, Deb Stanley, Amy Vallincourt, Howard Ried, Ron Krom, Cindi Perugini, Kate Wolfe, Pam Frost, Jean Harris

Designation of new secretary: Deb Stanley resigned her position as secretary due to her extensive work load as Director of Parks and Recreation. Cindi Perugini was voted in as new secretary.

Logo Development: Pam Frost presented the logos created by students at Middlesex Community College. A logo was selected by Committee members with some suggestions for changes: logo in black and white, smaller version, foot prints smaller, and sneaker print more obvious to reduce ambiguity.

Action Plan: Committee member reviewed the action plan prepared and submitted by Howard and Ron. Several ideas for additional goals and objectives were presented. Add information for mass transit, web presence, community involvement, communication strategy, bike friendly objectives, publish maps of local rides, and steps to build support of local government and the community.

Common Council Meeting June 3: John explained Bill Warner informed him it is not necessary for the committee to make a presentation to the council. It was decided to delay an actual presentation to the common council until the committee has a more structured Action Plan and members have an opportunity to liaison with city government officials and make presentations to other departments: Public Works, Public Safety, Parks and Recreation, Public Works etc.

Multi Use Trail (Wesleyan Hills): A letter dated April 26, 2013 was received from the DOT to Mayor Drew citing decreased funding for the multi-use trail. Although the funding has been cut, the project will be scaled down to accommodate the loss of funding.

School Administrators Meeting May 21: John, Beth, Ron and Howard will attend the meeting to discuss their support and upcoming events and educational classes.

Bike and Pedestrian Baseline Traffic Measurement Event: Jen suggested we can utilize the Wesleyan students as volunteers to collect data in August when they return to school. No dates were confirmed for the event. Amy will contact VHB for guidelines on how to conduct the actual count and what has been done to date. Beth will contact the Capitol Region Council of Governments to obtain the forms needed to conduct the count.

June 5 Meeting: Veteran's Park Renovation: Looking for public opinion. Good opportunity for committee members to address our concerns regarding bike/walk safety and infrastructure.

June 12: Public Works meeting Room 208 7:00 PM

Westfield multi use trail: John will contact Bill Warner for update on trial.

Calendar: Someone needed to coordinate a calendar with lists of upcoming events, public meetings, municipal committee meetings etc.

Upcoming pertinent meetings/public events:

May 17: Bike/walk to work day

May 13-17: Bike/walk to work week

June 3: Common Council meeting

June 5: Meeting of the Veteran Parks Renovation committee (public)

June 12: Public Works meeting 7 pm Room 208

Future of the committee: It was discussed what direction the committee will go when the term is complete in December 2013. Should it become an entity of the city or stand alone. John suggested committee members think about it for further discussion. He further suggested members consider contacting the Mayor's office for feedback on where he would like the committee to head.

Assignments:

Pam-logo

Howard and Ron-Action Plan

Beth-contact CRCOG

John-contact Bill Warner to obtain status of Westfield Multi use trail; speak with Carrie Sullivan regarding attending the upcoming meeting with school administrators on May 21.

Members consider the future direction of the committee for discussion at next meeting.

Next meeting June 10, 2013 Council Chambers 7 pm.